



Town of Ponce Inlet
**HISTORIC & ARCHAEOLOGICAL PRESERVATION
ADVISORY BOARD**

REGULAR MEETING MINUTES

April 7, 2016

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2 **1. CALL TO ORDER:** Pursuant to proper notice, Chairperson Campbell called the
3 meeting to order at 10:03 AM in the Council Chambers, 4300 S. Atlantic Avenue, Ponce
4 Inlet, Florida.

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6 **2. PLEDGE OF ALLEGIANCE:** Chairperson Campbell led the attendees in the
7 Pledge of Allegiance.

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9 **3. ROLL CALL & DETERMINATION OF QUORUM:**

10 Board members present:

11 Ms. Hamilton

12 Chairperson Campbell

13 Vice-Chairperson Finch

14 Ms. Jerson

15 Ms. LaBarre

16 All Board members were present.

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18 Staff members present:

19 Ms. Hugler, Administrative Assistant

20 Ms. Hunt, Town Board Secretary

21 Ms. Zengotita, Parks/Rec and Museum Educator

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23 **4. ADOPTION OF AGENDA:** Ms. LaBarre moved to adopt the agenda as
24 presented; seconded by Vice-Chair Finch. This motion PASSED 5-0, consensus.

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26 **5. APPROVAL OF MINUTES:**

27 a. February 4, 2016 – Chairman Campbell requested to replace “verbiage” with
28 “wording” on lines 141 & 144; there were no other requested changes. Vice-Chair Finch
29 moved to approve the February 4, 2016 meeting minutes as amended; seconded by
30 Ms. Jerson. This motion PASSED 5-0, consensus.

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32 **6. REPORT OF STAFF:**

33 a. Amy Zengotita, Parks/Recreation and Museum Educator provided the
34 following report:

35 - Museum attendance for March was 211

36 - Calendar of upcoming events:

37 April 8th at 10:00AM – *The Native American Presence in the Ponce Preserve* – at
38 the Ponce Preserve;

39 April 19th at 10:30AM – last of the Spring Lecture Series “A Closer Look at
40 Lyonia” will be held in the Council Chambers;

41 - the North and South Turn Markers are complete.

43 The Board agreed that the new markers are a great improvement, look very nice, and
44 thanked Ms. Zengotita for her work on that project. Ms. Zengotita thanked the Board for
45 its support of the project.

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47 **7. CORRESPONDENCE & COMMUNICATIONS:** None

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49 **8. OLD BUSINESS:** None

50 **9. NEW BUSINESS:**

51 a. a. Discussion of potential Budget Requests for Fiscal Year 2016/2017 – Ms.
52 Zengotita referred to the staff report, which included staff’s suggested purchases and projects,
53 based on Council’s Bi-annual Goals workshop for the Ponce Inlet Historical Museum and other
54 areas of the Town related to the Historic Preservation budget. Suggested improvements are:

55

56 • Museum property (143 Beach Street):

57 1) a perimeter fence on the south and west side of the property to match the current
58 fence on the east side;

59 2) professional re-design of the Museum grounds;

60 3) installation of a bronze National Register plaque to be displayed on the Meyer-Davis
61 house; and

62 4) installation of curbing around the parking area to distinguish between landscaping and
63 parking areas.

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65 • Ponce Preserve:

66 1) installation of one sign on S. Peninsula Drive, noting the Green Mound historic site.

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68 • Pacetti Cemetery:

69 1) replacement of the perimeter fence;

70 2) installation of an identification sign; and

71 3) construction of a retaining wall to prevent continual erosion.

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73 Ms. Zengotita stated that the Board is being asked to review each of these items, come to a
74 consensus on the inclusion of each of the items, and to rank them in order of priority. She noted
75 that once tallied, staff will submit the information to the Town Manager for consideration during
76 the upcoming budget process. She stated that the Board will be informed of the final ranking at
77 its next meeting. Ms. Zengotita then reviewed each item as requested and provided estimated
78 costs (if known) of the item/project.

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80 Ms. Hamilton asked for more information on the proposed fencing and retaining wall for Pacetti
81 Cemetery. Ms. Zengotita stated that the fencing will be similar to the aluminum wrought-iron
82 style fence, surrounding the cistern at the Museum; the retaining wall will be constructed using
83 bricks or blocks. She noted that if any of the proposed items are approved by Council, they will
84 be brought before this Board for a Certificate of Appropriateness.

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86 The Board agreed by consensus to include all six items on the proposed list. Board
87 members completed the ranking forms and submitted them to Ms. Zengotita.

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89 **10. BOARD DISCUSSION:** Vice-Chair Finch asked if anyone knows the status of
90 the Pacetti house, noting that it has been quite some time since the owners
91 (Greenacres Foundation) made a presentation to the Town. Ms. Zengotita said staff
92 was on the property over a year ago, to inspect a garage to make sure there was
93 nothing historic about that structure, as they were obtaining a permit for repairs; since
94 then there has been no activity. Ms. Hamilton stated that she has knowledge that the

95 owners are moving to different avenues at this time. Vice-Chair Finch expressed
96 concerns about the property being maintained and the plans the owners made for the
97 property back in 2013. Ms. Hamilton assured everyone that the owners are maintaining
98 the house and the property, and although no one is actually living in the house, there
99 are people checking on it regularly.

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101 **11. PUBLIC PARTICIPATION:** No audience present.

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103 **12. ADJOURNMENT:** The meeting was adjourned at 10:33 AM.

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105 Prepared and submitted by,

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Peg Hunt, Town Board Secretary